

CalATERS-Global Expense Summary

REPORT INFORMATION

Name Marcy J Mandel
Expense Dates 07/23/13-07/24/13
Form ID TEA000111995
Approver Richard J Chivaro
Start Date/Time 07/23/13 / 1500
End Date/Time 07/24/13 / 2130
Trip Location San Diego
Purpose of Trip Multistate Tax Commission meeting
Authorization #/ Trip # annual conference portion /

REPORT TOTALS

Report Total 299.72 USD
Department Paid 0.00 USD
Advance Schedule Amount 0.00 USD
Amount Due Employee 299.72 USD

**** Charges are in USD unless otherwise noted**

EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
07/23/13	Personal Auto Mileage	73.45	Cash	United States (US	1.00		73.45
07/23/13	Parking, Auto	29.00	Cash	United States (US	1.00		29.00
07/23/13	Lodging	123.82	Cash	United States (US	1.00		123.82
07/24/13	Personal Auto Mileage	73.45	Cash	United States (US	1.00		73.45

Expense Sub-Totals

Parking, Auto 29.00
 Lodging 123.82
 Personal Auto Mileage 146.90

Review Items - Exceptions and Questions

Text	Response	Policy
Approvers should verify lodging was obtained in a designated high cost county.		46new

**CalATERS-Global
Expense and Miscellaneous Detail**

EXPENSE DETAIL SUMMARY

Date	Expense Item	Amount	Expense is	Purpose	Category	Receipt Required
07/23/13	Personal Auto Mileage	73.45	Reimbursable			No
07/23/13	Parking, Auto	29.00	Reimbursable			Yes
07/23/13	Lodging	123.82	Reimbursable			Yes
07/24/13	Personal Auto Mileage	73.45	Reimbursable			No

Cars used for Business Travel

Vehicle Type: Personal Auto Mileage